

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 22, 2012 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:07 a.m. on October 22, 2012 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. Helen Price Johnson, Chair and Angie Homola, Member were present. Kelly Emerson, Member was excused.

ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS
[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	Keith Higman	Helen Price Johnson
Greg Banks	Angie Homola	Dan Sherk – <i>Excused</i>
Robert Bishop – <i>Excused</i>	Tim Lawrence	Debra Van Pelt - <i>Excused</i>
Mark Brown	Elaine Marlow	
Sheilah Crider - <i>Excused</i>	Ana Maria d. Nuñez	
Kelly Emerson - <i>Excused</i>	Bill Oakes	
Mary Engle	Bob Pederson	
Jackie Henderson	Brooke Powell	

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, agenda items included:

IT Strategy Team Quarterly Update

- Keith Higman presented SharePoint
- Bill Oakes presented GIS update
- Bob Thomas was scheduled to re-introduce Island County's Information Technology Project Plan; however, the issue was tabled to the next meeting

Human Resources

- Supervisor Training and Employee Orientation

Roundtable adjourned at 12:07 p.m. The next Roundtable is scheduled for November 26, 2012 at 11:00 a.m.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. Commissioners Price Johnson and Homola were in attendance. Commissioner Emerson attended via Polycom from her office on Camano. The meeting began with the Pledge of Allegiance.

Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.

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PUBLIC INPUT OR COMMENTS

None

CONSENT AGENDA

[Documents on file with the Clerk of the Board]

Pre-audited bills: \$416,938.98
 Vouchers: \$470,871.64
 Electronic funds transfers: \$239,108.05
 Payroll: \$558,898.67
 Minutes: Work Sessions: 9/12/12 & 9/19/12

Auditor

Resolution C-131-12 Cancellation of Warrants. The resolution cancels payment of checks issued over 12 months ago by the Auditor's office but not cashed.

Human Services

- Contract Amendment with North Sound Mental Health Administration to extend contract period to June 30, 2013. NSMHA-ISLAND COUNTY-FBG-11-12, Amendment 2; Amount: \$44,625.00 (RM-HS-2012-319)
- Contract Amendment with Debby Elwell, LMFT to provide short term mental health services to qualified Island County Residents. Contract Amendment No. HS-01-11(4); Amount: \$5,000. (RM-HS-2012-307)
- Appointment of Jessica Howard as Designated Mental Health Professional

Public Health

Contract with Skagit Valley College – Skagit/Islands Head Start Consultation Program. Provides public health nurse consultations to the Head Start staff on health issues. Contract No. HD-21-12; Amount: \$1,500 (Not to exceed) (RM-HLTH-2012-292)

Public Works - County Roads

- Consultant Agreement – Otak, Inc.; Design Engineering for Freeland Trail; \$140,260.00; Completion Date Extension to December 31, 2012. (RM-PW-2012-310) (PW-1220-117)
- Resolution C-132-12 (R-48-12) Approving Plans and Specifications & Authorizing Call for Bids for 2012 UPS (Uninterruptable Power Supply) Installation & Left-turn Phasing Modifications for Whidbey & Camano Islands; CRP11-01, Job Order No. 00972-0003 (RM-PW-2012-315) (PW-1220-120)
- Supplemental Agreement No. 1 – GeoEngineers, Inc; On Call Agreement - Geotechnical Services, Environmental Services, and Hydrologic/Hydraulic Engineering; Maximum Amount Payable revised to \$300,000. (RM-PW-2012-311) (PW-1220-115)
- Bid Award – Commercial Kitchen Remodel – Island County Fairgrounds, Coffman Building, Job Order No. 01076-0003; Award to Austin's Custom Creations, LLC; \$61,294.30
- Retaining Wall & Slope Easement – Raquel A. Monastrial; Zylstra Road-Hastie Lake Road Intersection Project; Job Order No. 009439-0001; Parcel 421-0250, Sec. 17, Twp 32N, R 1 E

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- Warranty Deed – Raquel A. Monastrial, Zylstra Road-Hastie Lake Road Intersection Project, Job Order No. 00439-0001; Parcel 421-0250, Sec. 17, Twp. 32N, R 1 E. (RM-PW-2012-299) (PW-1220-111)

ACTION TAKEN:

Motion by Commissioner Homola to approve the Consent Agenda as presented, second by Commissioner Emerson. Motion carried 3-0

Regular Agenda

[Items listed under this portion of the Agenda are typically considered separately.]

Commissioners

Consider appointments and/or re-appointments to various boards and committees

(PULLED FROM THE AGENDA – NOT CONSIDERED) Recommendation of Appointment/Reappointments to Ebey's Landing National Historical Reserve Trust Board, Positions 5 & 6

Commissioner Price Johnson commented that Item 14, Recommendation of Appointment/Reappointments to Ebey's Landing National Historical Reserve Trust Board, Positions 5 & 6, was pulled from the agenda for discussion at a subsequent Work Session.

Commissioners

Resolution C-133-12 Proclaiming November 11-17, 2012 Veterans Appreciation Week in Island County

ACTION TAKEN

Motion by Commissioner Homola to adopt Resolution C-133-12 Proclaiming November 11-17, 2012 Veterans Appreciation Week in Island County, second by Commissioner Emerson. Motion carried 3-0

Commissioners

Resolution C-134-12 Proclaiming the Week of November 5, 2012 Staff Appreciation Week in Island County

ACTION TAKEN

Motion by Commissioner Emerson to adopt Resolution C-134-12 Proclaiming the Week of November 5, 2012 Staff Appreciation Week in Island County, second by Commissioner Homola. Motion carried 3-0

Human Resources

Resolution C-135-12 Commencing the 2012 United Way Drive in Island County

ACTION TAKEN

Motion by Commissioner Emerson to adopt Resolution C-135-12 Commencing the 2012 United Way Drive in Island County, second by Commissioner Homola. Motion carried 3-0

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Human Resources

Personnel Action Authorization 078/12

Bill Oakes, Public Works Director, presented the staff report and recommended approval of Personnel Action Authorization 078/12 to replace a vacant position at the Oak Harbor Road Shop.

ACTION TAKEN

Motion by Commissioner Homola to approve Personnel Action Authorization 078/12, second by Commissioner Emerson. Motion carried 3-0

Human Resources

Personnel Action Authorization 081/12

Jackie Henderson, Human Services Director, presented the staff report and recommended approval of Personnel Action Authorization 081/12 for a temporary Services Substance Abuse Counselor.

ACTION TAKEN

Motion by Commissioner Homola to approve Personnel Action Authorization 081/12, second by Commissioner Emerson. Motion carried 3-0

Human Resources

Personnel Action Authorization 082/12

Brooke Powell, Superior/Juvenile Court Administrator, presented the staff report and recommended approval of Personnel Action Authorization 082/12 to replace a CASA Administrative Assistant.

ACTION TAKEN

Motion by Commissioner Homola to approve Personnel Action Authorization 082/12, second by Commissioner Emerson. Motion carried 3-0

Planning & Community Development

Schedule Public Hearing: Resolution C-125-12 (PLG-007-12) Updating and Adopting Amendments to the Island County Shoreline Master Program. Suggested date and time: November 5, 2012 at 10:20 a.m.

ACTION TAKEN

Motion by Commissioner Homola to schedule a Public Hearing on November 5, 2012 at 10:20 a.m. for Resolution C-125-12 (PLG-007-12) Updating and Adopting Amendments to the Island County Shoreline Master Program, second by Commissioner Emerson. Motion carried 3-0

Public Hearings

[A Public Hearing will begin no sooner than the time shown.]

None scheduled

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Commissioners Comments & Announcements

[This time provides an opportunity for Commissioners to discuss events, actions or issues that may generate public comment, media calls, or otherwise be of interest to the Board of County Commissioners.]

Commissioner Price Johnson

- Letter of recognition for Helen Chatfield Weeks for her contributions to the community
- Announced October 31 Juvenile Court fundraising bake sale in Administration Building

Commissioner Homola

- Attending Washington Counties Risk Pool meeting November 8 & 9
- Attending Washington State Association of Counties Annual Conference November 13-15
- Requested Board to consider cancelling board meeting on Christmas Eve Monday December 24, 2012
- Will not be able to attend morning board meeting on December 17, 2012 but would be able to attend an afternoon meeting

Commissioner Emerson

No Comment

There being no further business to come before the Board the meeting adjourned at 2:52 p.m. The Board will meet next in Regular Session on November 5, 2012 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member: Absent When Signed

ATTEST:

Elaine Marlow, Clerk of the Board